



Observation

Top tips for getting the best out of your Observation, what to expect and how you can prepare.

What is an Observation?

We love an Observation! It is one of the most reliable assessment methods, allowing you to literally show off your applied knowledge, skills and behaviours to the end-point assessor. All we want to see is you being yourself and doing what you do best!

Your Observation should take place where you usually work, with you undertaking tasks which would be normal and typical for your role.

Often before the Observation you and your employer will be asked to decide on suitable scenario(s) where you could be observed. This is to ensure that you can demonstrate as many of the knowledge, skills and behaviours (KSBs) as possible. Observations can be anything from 1-2 hours or smaller 30-minute sessions spilt over the course of the day, depending on the Apprenticeship Standard.

How can I prepare?

- Make sure you know and understand the assessment criteria you will be expected to demonstrate. This makes selecting suitable scenarios/activities easier
- Use our Observation guidance, specific to your Apprenticeship Standard, ahead of your EPA
- Use the support and guidance of your Employer, colleagues and Training Provider to prepare you by doing practice observations and getting them to give you feedback
- Video record and playback your mock observations
- Ask if a more unfamiliar person, such as another assessor or manager, could observe you. This way, you'll be ready and prepared for assessment day
- Make the most of the planning meeting. Discuss with us your role and routine to help us to help you plan a successful EPA



What can I expect?

Our assessors are selected because they have a wealth of knowledge and skill in the sector. They are also selected on their ability to put you at ease, make you feel comfortable and allow you to demonstrate your best practice. They also understand what to look for and will take the time to help you and your employer prepare during the planning meeting. Your assessor will try to observe you at distance and will not ask you any questions during the observation, but it is really important you showcase your skills and do not hide!

We know that an observation could involve some aspects of unpredictability, regardless of how well you have prepared an activity, sometimes things just don't go as planned! Don't worry, this is why following your observation, your end-point assessor will ask a few follow up questions. This is all part of the assessment and you should use this as an opportunity to fully explain the actions you took during the observation, so it is clear to your assessor. Remember, it's ok to ask your assessor to repeat or further explain the question.

Awarding UK provides all our learners, training providers and employers with tailored handbooks that give you all the information you need for a successful EPA. Get in touch for more details.

 01522 563839

 @Awarding_UK

 enquiries@awardinguk.com

 www.linkedin.com/company/awarding-uk

 End-Point Assessment,
Bishop Grosseteste University,
Longdales Road,
Lincoln, LN1 3DY